

**OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS
CENTRE FOR TRAINING AND DEVELOPMENT (CENTRAD)
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No. TD/3150/Services/DFMC/2016

Date: 30.03.2016

To

Principal Director (Naval Planning)
Directorate of Naval Planning
IHQ of MoD (Navy)
Sena Bhawan,
New Delhi – 110011.

Subject: DFMC Schedule for 2016-17.

Reference: Your Directorate letter No. PL/3109/DFMC dated 23.02.2016.


After revision of the schedule for Defence Financial Management Courses and availability of suitable faculty for the courses, the finalised list of courses for Command HQrs. of Indian Navy to be organised in 2016-17 is as under:

Sl. No.	Venue	Command	Conducting Organisation	Remarks
1.	Mumbai	WNC	HQ WNC	PCDA (Navy) will coordinate the programme with HQ WNC.
2.	Vizag	ENC	HQ ENC	AO (Navy) Vizag will coordinate the programme with HQ ENC.
3.	Kochi	SNC	HQ SNC	RTC Bengaluru will coordinate the programme with HQ SNC.

2. In addition, one Service HQ level course for Indian Navy is scheduled to be held at CENTRAD, Brar Square during 25 May 2016 to 27 May 2016. Suitable officers for the courses may please be nominated and informed by 05 May 2016. Each course at Service HQ level and Command HQ level will have 25 participants from the Services and 5 participants from IDAS officers.


3. Dates of the DFMC may be decided mutually by the respective RTCs/CsDA/PCsDA and the Command HQrs. The dates may be intimated to the CENTRAD by 22 April 2016.

4. A standardised schedule for the three day course for Service.HQ level and three days course for Command HQ level is annexed.


(Sangeet)
Dy. CGDA (HRD)

Copy to:

1. PCDA (Navy) Mumbai : For information and necessary action.
2. RTC Bangalore : For information and necessary action.
3. AO (Navy) Vizag : For information and necessary action.
4. Sr. ACGDA (AN) : For necessary arrangements at CENTRAD.
5. Sr. ACGDA (IT) : For uploading on the website.


(Sangeet)
Dy. CGDA (HRD)

**Defence Financial Management Course (Navy) Revised Syllabus
(For the Officers of HQrs level three days)**

Sl. No.	Topic	No. of Sessions	Faculty
1.	<p>Role & Responsibilities of MOD/Services and DAD in management of Defence Finance</p> <ul style="list-style-type: none"> • Overview of defence financial management – planning, budgeting, delegation of powers, procurement system and its accounting and audit • Role of Ministry/Services/DAD at each of these stages 	01	DAD
2.	<p>Overview of (Navy), Budget & Budgetary Process</p> <ul style="list-style-type: none"> • Structure of Air Force Budget • Heads of Expenditure • Allocation of budget to Command HQs and below • Monitoring of budget at various levels • Review/Reappropriation of allocation 	01	Naval HQrs
3.	<p>The concept of delegation and its importance in management of financial resources- including DFPDS 2015</p> <ul style="list-style-type: none"> • Constitutional provisions • Role of Ministry of Finance • Evolution of delegation of powers by MoF to Ministries /Departments • Evolution of delegation within MoD • Macro issues in DFPDS 2015 	01	DAD
4.	<p>Overview of Revenue procurement /DPM</p> <ul style="list-style-type: none"> • Framework for revenue procurement by Ministry/Services HQs/ Command HQs and below • Perspective on DPM 2009 	01	DAD
5.	<p>Defence Procurement Issues including preparation of RFI, RFP and contract documents</p> <ul style="list-style-type: none"> • Stages in procurement process – AoN, RFP, PNC, expenditure angle sanction • Basic checks to be exercised at each of these stages 	01	DAD

	<ul style="list-style-type: none"> • Discussion on case studies 		
6.	Post contract Management with respect to Revenue & Capital Procurement. <ul style="list-style-type: none"> • Issues in post contract management • Safeguards to be ensured • Cases 	01	DAD
7.	Essence of Internal Audit & effective management in the context of oversight mechanism. <ul style="list-style-type: none"> • Structure for internal audit its role and scope • How distinct from external oversight mechanism • Changing paradigm of internal audit • Cases 	01	DAD
8.	Towards Dynamic Interface: DAD and Services: <ul style="list-style-type: none"> • Role and responsibilities of CDA • Role and responsibilities of IFA 	01	DAD
9.	Overview of Defence acquisition Planning, Preparing and Processing of Modernization Proposals of (Navy) with (Past case studies) <ul style="list-style-type: none"> • Defence Acquisition Framework • Delegation of powers • Role of DAC/DPB/SCAPCHC/SCSPCC 	01	Naval HQrs
10.	Handling Foreign payments - operating LCs & DBT <ul style="list-style-type: none"> • Modes of payment against Foreign and high value domestic contracts. • Modalities of LC and DBT • Safeguards 	01	SBI/ PCDA, New Delhi.
11.	Management of Customs, Excise and Service Tax in Defence Contracts <ul style="list-style-type: none"> • Framework of Indirect Taxation • Incidence of these taxes in defence contracts 	01	Officer from NACEN
12.	E- initiatives : <ul style="list-style-type: none"> • e- procurement • e-concurrence • e-ticketing, e- audit & e-payment 	01	DAD
	Total Sessions	12	

**Defence Financial Management Course (Navy)-Revised Syllabus
(For the Officers at Command level three days)**

Sl. No.	Topic	No. of Sessions	Faculty
1.	Role & Responsibilities of MOD/Services and DAD in management of Defence Finance <ul style="list-style-type: none"> • Overview of defence financial management – planning, budgeting, delegation of powers, procurement system and its accounting and audit • Role of Ministry/Services/DAD at each of these stages 	01	DAD
2.	Overview of (Navy), Budget & Budgetary Process <ul style="list-style-type: none"> • Structure of Air Force Budget • Heads of Expenditure • Allocation of budget to Command HQs and below • Monitoring of budget at various levels • Review/Reappropriation of allocation 	01	Naval HQrs
2	The concept of delegation and its importance in management of financial resources- including DFPDS 2015 <ul style="list-style-type: none"> • Constitutional provisions • Role of Ministry of Finance • Evolution of delegation of powers by MoF to Ministries /Departments • Evolution of delegation within MoD • Macro issues in DFPDS 2015 	01	DAD
4	Overview of Revenue procurement /DPM <ul style="list-style-type: none"> • Framework for revenue procurement by Ministry/Services HQs/ Command HQs and below • Perspective on DPM 2009 	01	DAD
5	Defence Procurement Issues including preparation of RFI, RFP and contract documents <ul style="list-style-type: none"> • Stages in procurement process – AoN, RFP, PNC, expenditure angle sanction • Basic checks to be exercised at each of these stages 	01	DAD

	<ul style="list-style-type: none"> • Discussion on case studies 		
6	Post contract Management with respect to Revenue & Capital Procurement. <ul style="list-style-type: none"> • Issues in post contract management • Safeguards to be ensured • Cases 	01	DAD
7	Essence of Internal Audit & effective management in the context of oversight mechanism. <ul style="list-style-type: none"> • Structure for internal audit its role and scope • How distinct from external oversight mechanism • Changing paradigm of internal audit • Cases 	01	DAD
8.	Towards Dynamic Interface: DAD and Services: <ul style="list-style-type: none"> • Role and responsibilities of CDA • Role and responsibilities of IFA 	01	DAD
9.	Overview of Defence acquisition Planning, Preparing and Processing of Modernization Proposals of (Navy) with (Past case studies) <ul style="list-style-type: none"> • Defence Acquisition Framework • Delegation of powers • Role of DAC/DPB/SCAPCHC/SCSPCC 	01	Naval Directorate
10.	Management of Public and Regimental Funds (Army sp) <ul style="list-style-type: none"> • Instructions for maintenance of these funds • System of checks and responsibility of the officer incharge • Learnings from instances of incorrect maintenance of accounts 	01	Naval Directorate
11.	Audit of Stores & Accounts at Unit level (Navy Sp) <ul style="list-style-type: none"> • Procedure for maintenance of store and cash accounts by the Units/formations • Common lapses and learnings 	01	DAD
12.	E- initiatives : <ul style="list-style-type: none"> • e- procurement • e-concurrence • e-ticketing, e- audit & e-payment 	01	DAD
	Total Sessions	12	